# **Alternative Response**

**Note:** To create a CA/N Primary - Alternative Response, assignment to the case is needed.

**Note:** Alternative Response values at Access and Assessment are only available to designated Alternative Response counties.

#### **Introduction:**

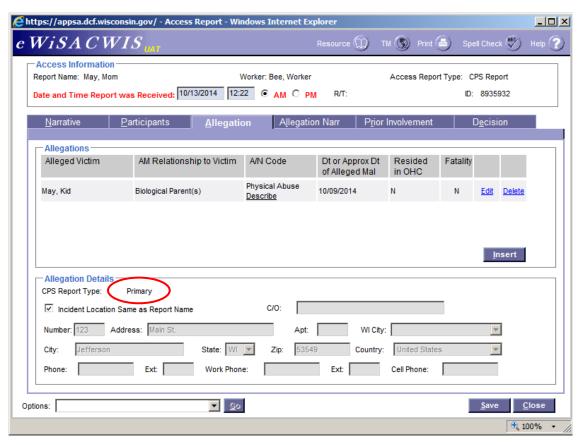
Alternative responses allow child welfare agencies to intervene with families in more supportive ways, often by focusing on assessing families' strengths and needs and providing services. Investigations are still conducted for allegations of severe physical abuse and neglect and for sexual abuse.

### **Related Quick Reference Guides:**

Documenting ICWA
Initial Assessment – Primary
Initial Face-to-Face Contacts
Serious Incident (Act 78)

#### Access

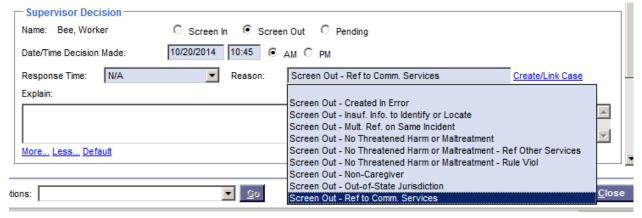
1. Alternative Response screening values become available once a CPS Access Report is identified as a 'Primary' CPS Report Type. The type is determined by the 'AM Relationship to Victim' value(s) on the Allegation tab of the Access Report. See the CPS Report Quick Reference Guide for more information.



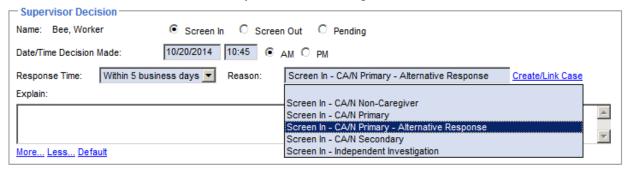
February 2015

2. Once the Access report is completed, the following drop-down values are available for selection for both the Worker Recommendation and Supervisor Decision, based on the Screening decision.

# Screened Out: 'Screen Out-Ref to Comm. Services'



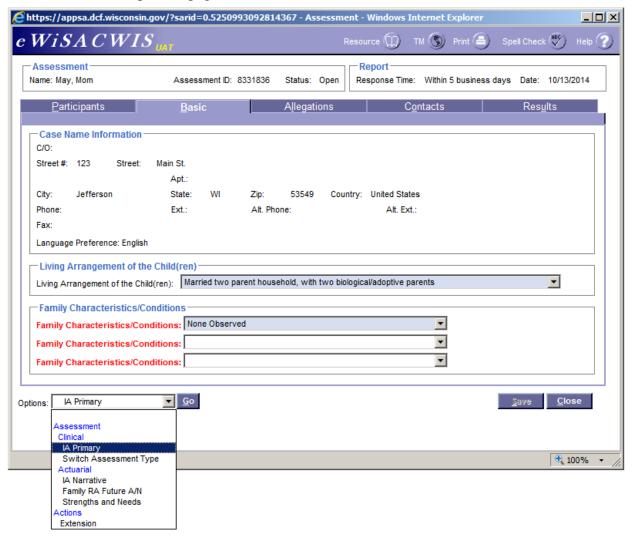
# Screened In: 'Sceen In- CA/N Primary- Alternative Response'



#### **Assessment**

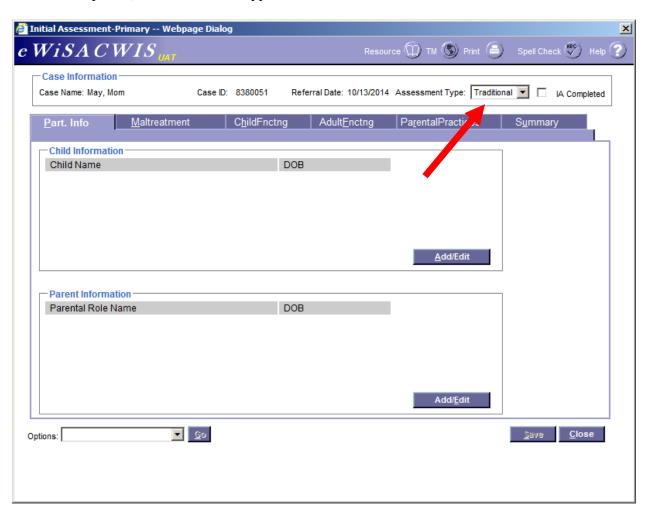
**Note:** To enter an Alternative Response Assessment, the Access report must have been screened in with a final, approved decision Reason of 'CA/N Primary - Alternative Response'.

- 1. First, complete steps for entering information on the Assessment tabs. See the Initial Assessment Primary Quick Reference Guide for more information.
- 2. Click on the Basic tab to access the IA Primary page. Select 'IA Primary' on the Options drop-down and click Go to open the page.



February 2015

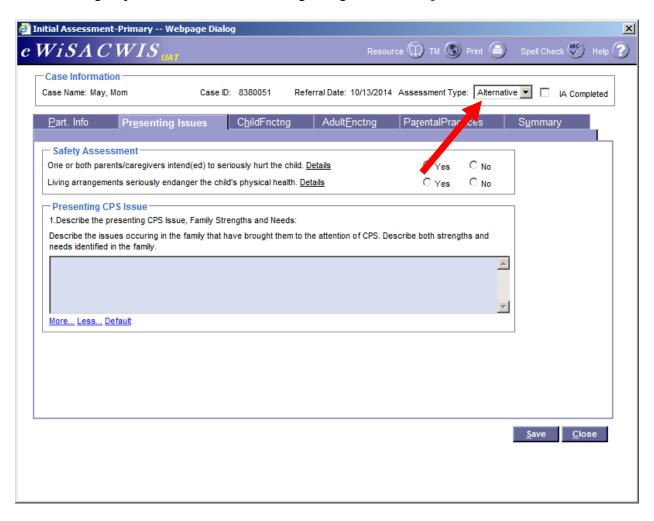
3. When first opened, the Assessment Type will default to the 'Traditional View'.



4. To change the type, select 'Alternative' for the Assessment Type.

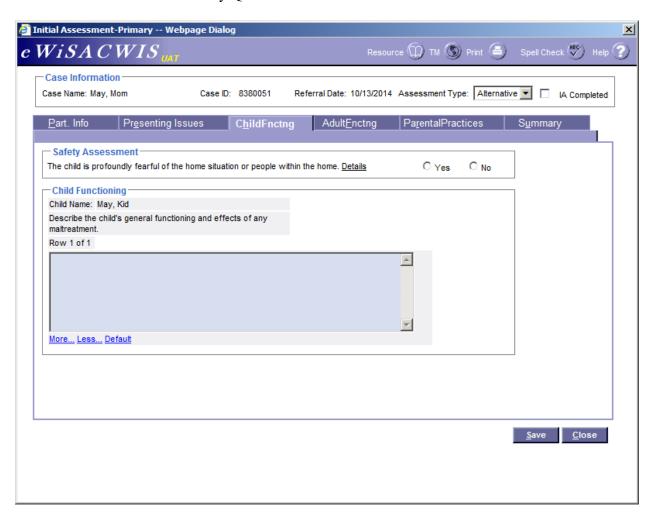


5. When 'Alternative' is selected for the Assessment Type, the page refreshes and the Maltreatment tab are removed. A new tab, Presenting Issue, is added. Select the appropriate answers for the Safety Assessment group box. Enter information regarding the Presenting CPS Issue narrative.



- 6. Enter information for the remaining tabs, noting the following:
  - Part. Info. Tab: displays are the same for both Alternative and Traditional views.
  - ChildFnctng Tab: displays are the same for both Alternative and Traditional views.
  - AdultFnctng Tab: displays are the same for both Alternative and Traditional views.
  - ParentalPractices Tab: displays are the same for both Alternative and Traditional views.
  - **Summary Tab:** See the following page.

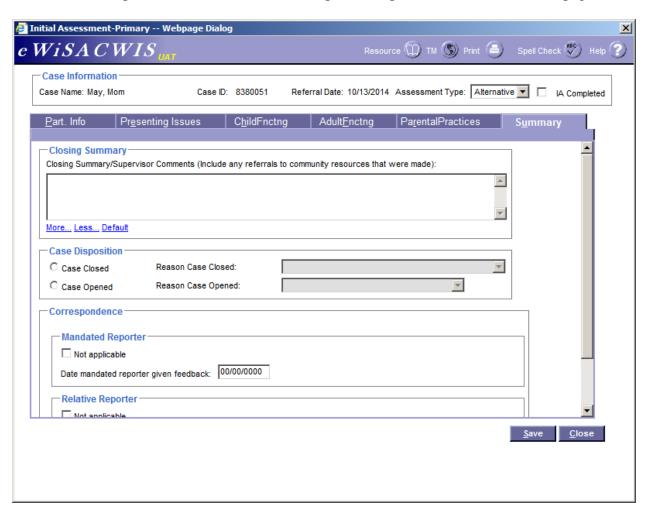
See the Initial Assessment – Primary Quick Reference Guide for more information on these tabs



7. **Summary Tab:** The summary displays for both 'Alternative' and 'Traditional' views. Complete the appropriate Case Disposition.

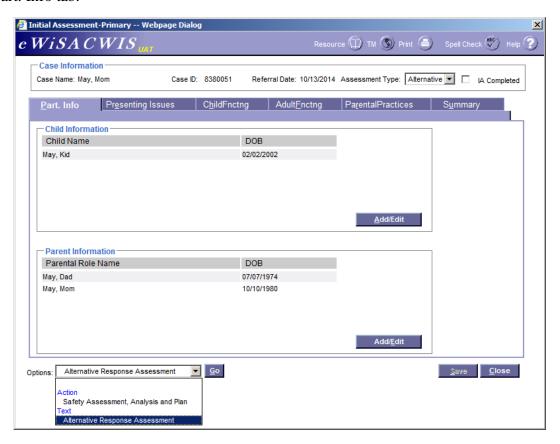
The Summary tab also contains a Correspondence documentation group box for a Mandated Reporter or Relative Reporter. Enter the appropriate information.

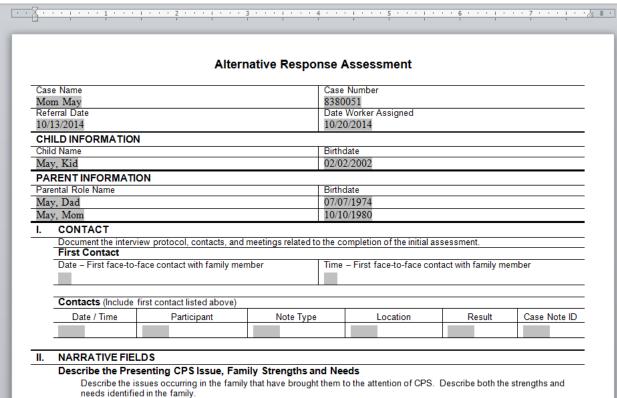
**Note:** These templates are available under the Options drop-down of the Assessment page.



8. Return to the Part. Info tab, and select 'Safety Assessment, Analysis and Plan' on the Options drop-down. Click Go to open and complete the Safety Assessment, Analysis and Plan. See Safety Assessment, Analysis and Plan – Part. Info (Participant Information) Tab section of the Initial Assessment- Primary Quick Reference Guide for more information.

9. Next, print the Alternative Response Assessment by selecting it from Options drop-down of the Part. Info tab.





10. Once the 'Alternative' Response is completed, check the IA Completed checkbox. Click Save. Click Close to return to the Initial Assessment.



# Switching between types: 'Traditional' and 'Alternative'

11. Switching between types will change the location of some information. For instance:

Switching from 'Traditional' 'Alternative'-

- Text entered into the Family Support Network field is moved to the end of the Presenting CPS Issue narrative field.
- The Family Support Network group box on the Summary tab will become hidden.

Switching from 'Alternative' to 'Traditional'-

 Text entered on the Presenting Information narrative field is moved to the Family Support Network field.

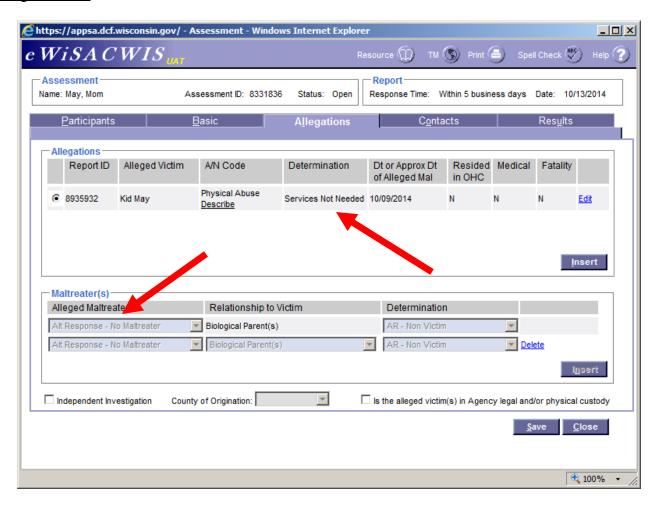
Additionally, if an Alternative county starts an IA Primary and has selected 'Alternative' as the Assessment Type and a worker from a non-Alternative county opens the pending IA Primary, the page will initially open in view-only. A message immediately displays warning that making a change to the page will switch the type of IA Primary from an 'Alternative' to a 'Traditional' response. If 'Yes' is selected on the message, the IA Primary switches to 'Traditional' and 'Alternative' information copies into the narrative fields as described above. If 'No' is selected, the message closes and the IA Primary will remain 'Alternative' and disabled for the non-Alternative county.

February 2015

### **Completing the Assessment**

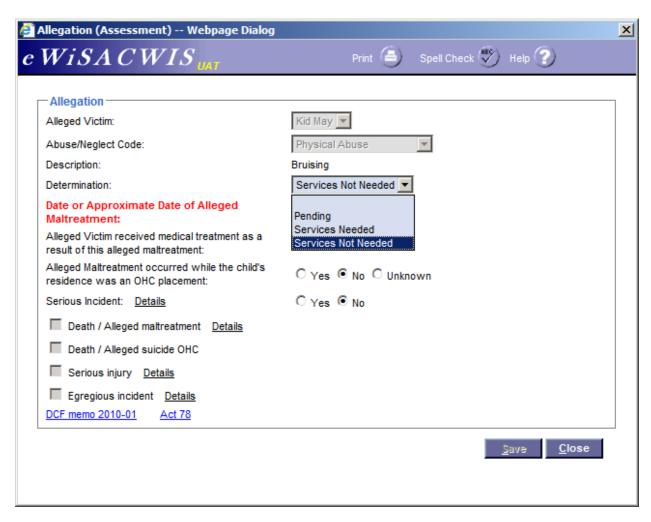
Please note the following differences when returning to the associated IA Primary page when the Assessment Type is 'Alternative'.

### Allegations tab



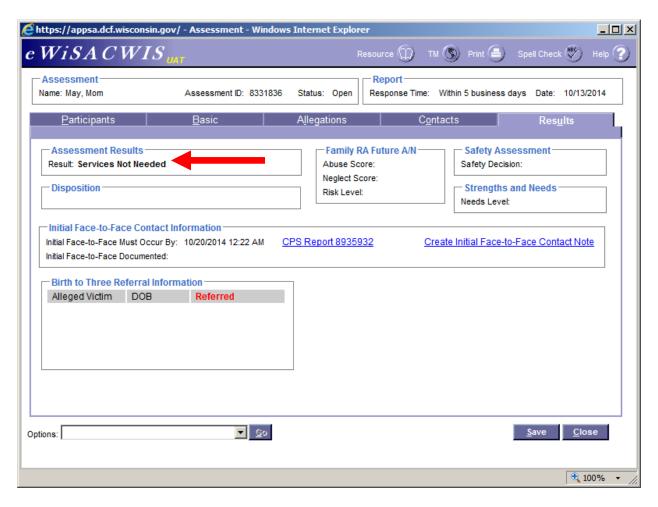
- Alternative Response assessments require a determination value of 'Services Needed' or
   'Services Not Needed.' As a result, maltreatment determination values of 'substantiated' or
   'unsubstantiated' have been removed.
- The Maltreaters(s) group box becomes disabled. Alternative Response assessments will not allow workers to select an Alleged Maltreater. As a result, the system will not require that an Alleged Maltreater, Relationship to Victim, and Determination be recorded.

# Allegation (Assessment) page



• The values for the Determination drop-down field on the Allegations tab now display the following values for selection: Pending, Services Needed, Services Not Needed.

#### Results tab

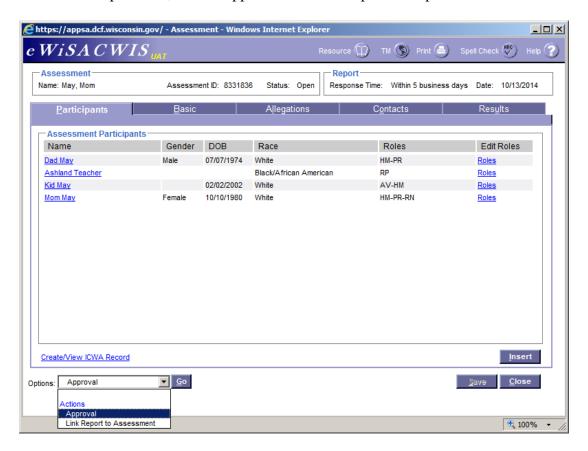


• If any determination of 'Services Needed' is made for an allegation, then the overall Result of the Assessment will be 'Services Needed.' If the only determination for the assessment is 'Services Not Needed,' the overall Result will be 'Services Not Needed.' The Result will display in the Assessment Results field of the Results tab and to the right of the Assessment icon on the outliner.

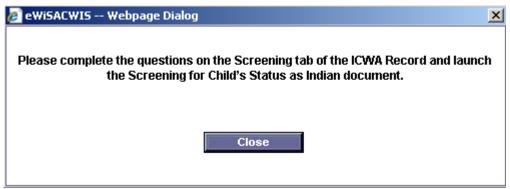


### Sending the Completed Assessment for Approval

12. From the Participants tab, select 'Approval' from the Options drop-down and click Go.



13. The following message will display as a reminder to complete the Screening tab of the ICWA Record. Click Close to close the message.



- 14. If the ICWA Screening tab has been completed, proceed to the next step, otherwise, to create or view an ICWA record for a child, click the <a href="Create/View ICWA Record">Create/View ICWA Record</a> hyperlink at the lower left of the Participants tab on the Assessment page. For more information regarding completing the ICWA Record, see the Documenting ICWA Quick Reference Guide.
- 15. On the Approval History page, select the Approve radio button and click Continue to return to the Assessment page. Click Save to send the assessment for supervisory approval.